Onslow County Public Library
Board of Trustees Meeting
January 13, 2015

Members Present: Brock Ridge, Faye Waters, Deloris Wells, Rachel Waldron, Lynn Duff, Amelia Dees-Killette, Kathleen Dillingham, Sandra Wood, Brian Jackson and
David Swinney
Also present: Estell Carter-Library Director and Ben Blanks-Assistant Library Director

Call to Order

Brock Ridge, Board Chairman, called the January 13, 2015 meeting to order at 4 p.m. at the Onslow County Public Library.

Introduction of Assistant Director

Ben Blanks is the new Assistant Director for the Library. He was previously at the prison library at Lawrenceville. All members introduced themselves.

Approval of Minutes

Minutes from the November 18, 2014 were unavailable for approval.

Board Development

Trustee Outreach Activities

Brian Jackson spoke with Carolyn Alford who works with Daily News. She said she would like to communicate more with the Library concerning the Literacy Council. She would like to work with us more. He will get her phone number. Also he was in Miami to see a friend in fitness competition and attended the Miami Book Fair. There were speakers from every subject. It was a cultural event. C-span II covered and would good place to look for information.

Old Business

1) Estell Carter reported on Legislative Day In the District which will be held on Friday, February 13, at 9 a.m. at the Main Library. Harry Brown and George Cleveland have agreed to come. No commitment yet from Phillip Shepard or Chris Millis. Estell Carter will be sending out invitations to everyone. She wanted the Commissioners and county manager to get theirs first and then to everyone else. She needs help pulling it together and planning the program. She would like to have light breakfast items. Need to show them how much we appreciate funding they have been able to get for the Library and what we are doing with it. She would appreciate any volunteers that are interested in helping. Boards from the Friends group, country administration will be invited and if we can think of anyone else, let her know. She may call Daily News to see if they would like to come out for a photo op. We could reintroduce what the library does. Need all of us to be Library advocates to remind them about what we are doing and how important the library is to the community. Faye, Brian, Sandra volunteered to help. Estell will e-mail members for ideas of what to talk with about them while they're here.

2) Board of Trustee Workshop-Molly Westmoreland from the state library will be here on March 10 at 3 p.m. for Board of Trustee Workshop which will last approximately 2 1/2 hours. Estell suggested that we invite the Friend's board members and key staff members as it will also be a benefit to them.

3) Several trustee positions will be expiring on June 30 including Brian Jackson, Kathleen Dillingham, Faye Waters and Sandra Wood. Sandra has already completed her application. Faye turned hers in at the Government Center. Brian will take application. Kathleen has an application.

New Business

1) Estell Carter received call from County Administration Office saying that they are required to keep a copy of Trustee meeting schedule on file in their office. She put a meeting schedule together for 2015. She needs approval of board. Motion made by Faye Waters, seconded by Lynn Duff to accept the schedule as submitted. Motion carried.
2) Estell submitted a written schedule of Proposed Additional and Early Closures for the library system for fiscal year 2015-2016 which is July 1, 2015 thru June 30, 2016. After review by the members, motion was made by Sandra Wood, seconded by Kathleen Dillingham and carried.
3) Estell Carter submitted copies of current policies as well as minor policy changes which include:
A. OCPL Collection Development Policy (it included an inactive hyperlink that has been corrected).
B. OCPL Disruptive Behavior Policy (added phrase to include e-cigarettes)
C. OCPL Library Card Policy (amended name of the supervisor that they would report to from Circulation Supervisor to Public Services Librarian).
D. OCPL Public Computer Use and Internet Safety Policy- Used to issue visitor passes at no charge which gave them 30 minutes of computer time. Last budget cycle, we stopped that practice and actually started letting people purchase two hours of computer time. We did not correct the policy at that time so this corrects that. We are removing all the verbiage that talks about the 30 minute guest pass and replacing it with guest passes for computer use may be purchased for a fee set annually by the Onslow County Board of Commissioners.

Motion was made by Brock Ridge to accept the changes as presented, seconded by Sandra Wood and carried.

Facilities Update

1) We did get a drain put in at Sneads Ferry branch resulting in very little standing water there now. Phase 1 of a landscaping project was done thanks to Lowes' of Surf City who picked it up as part of their Lowes' Heroes Program. They put in some landscape materials and the contractor for the building actually went in and put in some gravel pathways. There is a Phase 2 to the landscaping project and there is a little money left in the project budget so they probably will go ahead and finish that out.
2) With all services offered by the Main Library, there is a real need for a new main library to give more space for these programs. Need to really start advocating the need for a new library.

Additional Information

1) There was discussion that maybe we need to do something for the library staff to show them how much they are appreciated. Estell commented that National Library Week is in April and the Friends of the Library usually put on a luncheon to show the library staff how much they are appreciated. It may be a good time to do at March meeting. Maybe we could help with the luncheon. Friends of Library do it every year and staff seems to appreciate.
2) Brian Jackson commented on cigarette smoking near entrance to main building. Library is going to move everything related to smoking at least 50 feet away from the building. Maybe out by the picnic tables.
3) Next meeting will be March 10, 2015, at 3 p.m. at the Main Library which will be our Board of Trustee Workshop with Mollie Westmoreland.

Adjournment

With no further business, motion was made to adjourn the meeting by Sandra Wood, seconded by Kathleen Dillingham and carried.

Approved by the Onslow County Public Library Board of Trustees
March 10, 2015

Rachel Waldron 4/23/18

Rachel Waldron, Secretary Date